

**Fitness Committee
Minutes
October 17, 2018
5:00 PM**

The Fitness Committee held a public meeting on October 17, 2018, beginning at 5:10 p.m. at the following location.

Maryland Department of Health
201 West Preston Street, Room L4
Baltimore Maryland 21201

Members Present

Jennifer Eastman
Liz Woodward
Julie Maneen (phone)

Members Not Present

Min Kim
Johnel Metcalf
Joanne Roberts
Suzanne Stringer
Mychelle Farmer
Aruna Nathan

Maryland Department of Health Staff Present

Caroline Green
Nacole Smith

Guests Present

Loretta Hoepfner

MDH staff Caroline Green called the Fitness Committee meeting to order at 5:10 p.m.

1. Roll Call

Roll call was taken and it was determined that a quorum of the Fitness Committee was not present.

2. Vote on minutes from May 2, 2018 meeting

MDH staff Caroline Green asked if there were any changes to the draft minutes from the August 1, 2018 meeting. Meeting minutes were approved.

3. Review action plan priorities and strategies

Committee members discussed proposed objectives (priorities) and strategies to meet the Fitness Committee's goal to "Increase awareness of inclusive and affordable physical activity opportunities in Maryland." MDH staff and committee members agreed to share the "Action Plan Template" with committee members not present through Googledocs to ensure all committee members are able to participate in developing the action plan priorities and strategies.

4. Other Action Items

MDH staff shared that Suzanne stepped down as Chair and a new Chair or Co-Chairs are needed. Committee members present were unable to commit.

A volunteer is also required for the Legislative Ad-Hoc Committee. Committee members present were unable to commit.

5. Assign action steps

- a. Committee members will revise and complete Action Plan template in Googledocs, due Friday, October 26, 2018
- b. MDH staff will provide committee members with instructions to develop a social media campaign plan for MDH's communications department
- c. Liz Woodward will set up a Canva account for social media campaign
- d. Committee members will decide on a Chair and Co-Chair by Friday, October 26, 2018
- e. Committee members will decide on a volunteer for the Legislative Ad Hoc Committee by Monday, October 22, 2018

6. Follow-up conference call

Committee members determined a follow-up conference call is necessary. A call in November will be scheduled.

7. Adjournment

The meeting was adjourned at 5:52 p.m.